Indirect Budget Rates

Overview

In this section   This section contains a procedure for accessing the current Division and
Group Support rates and a listing of the current Indirect Budget rates for
Institutional (G&A and Fringe); Program Office Support; Recharge; Standard
Labor; and Operating Cost Factors.

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Introduction   Organizations submit their budget requests and rate requests for Program
Office Support, Division Support, Group Support, and Recharge as a part of
the annual Indirect Budget process. These Indirect Budget rates are then
based on an approved budgetary amount and an anticipated volume. They are
reviewed by the operating division director and approved by the Controller.

The General and Administrative (G&A) rate is developed by Business
Planning and Analysis, BUS-3, also during the Indirect Budget process.
G&A, Standard Labor rates, and Operating Cost Factors are calculated by
BUS-3, based on approved budgets and policies. These rates are set to
recover expected costs over the fiscal year.

Normally, all rates are set once a year, but interim rate adjustments may occur
if required as a result of a projected material variance between costs and
revenue.

Accessing Division and Group Support Rates Procedure

Purpose   In the interest of providing users with the most current Division Support Rates and Group Support Rates, which are frequently updated on the Financial Management Information System (FMIS), this section provides a procedure for accessing these rates directly from the System.

Accessing procedure   For each rate category, follow the standard procedure (for your system's setup) to access the IB option on the IBM mainframe for Lab-Wide Systems. If you need assistance with this task, call Lab-Wide Systems at 7-9444. When the System Selection Menu displays, type GA in the *Menu Option* field at the bottom of the screen and press <Enter>. Then, follow the steps in the table below to access the rate information from FMIS.

To access . . .	You must type . . .	The system will display . . .
The List Division Support Tax (DTL) screen for Division Support rates,	DTL (although it is not a menu option) in the *Menu Option* field at the bottom of the screen and press <Enter>.	The list of Division Support rates on the DTL screen. A voucher code of DV indicates the FY96 rate; 02 indicates the FY95 rate.
The List Cost Center Support Tax (CTL) screen for Group Support rates,	CTL (although it is not a menu option) in the *Menu Option* field at the bottom of the screen and press <Enter>.	The list of Group Support rates on the CTL screen. A voucher code of GP indicates the FY96 rate; 01 indicates the FY95 rate.

Note: Use F7 to page up and F8 to page down within the rate screens.